

Army Regulation 10-21

ORGANIZATION AND FUNCTIONS

**ARMY
NATIONAL
GUARD
OPERATING
ACTIVITY
CENT**

**Headquarters
Department of the Army
Washington, DC
15 April 1981**

SUMMARY of CHANGE

AR 10-21

ARMY NATIONAL GUARD OPERATING ACTIVITY CENT

ORGANIZATION AND FUNCTIONS

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By Order of the Secretary of the Army:

E. C. MEYER
General, United States Army
Chief of Staff

Official:

J. C. PENNINGTON
Major General, United States Army
The Adjutant General

History.

Summary. This regulation assigns the mission and functions of the Army National

Guard Operating Activity Center (ARNG OAC).

Applicability. This regulation applies to the Army National Guard (ARNG). It does not apply to the Active Army or the US Army Reserve.

Proponent and exception authority. Not applicable

Army management control process. Supplementation. Local supplementation of this regulation is prohibited, except upon approval of the Chief, National Guard Bureau. Request for exception, with justification, will be sent through command channels to the ARNG OAC, Aberdeen Proving Ground, MD 21005.

Interim changes. Interim changes to this regulation are not official unless they are authenticated by The Adjutant General. Users

will destroy interim changes on their expiration dates unless sooner superseded & rescinded.

Suggested Improvements. The proponent agency of this regulation is the National Guard Bureau. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to ARNO OAC, Aberdeen Proving Ground, MD 21005.

Distribution. ACTIVE ARMY, USAR, ARNG: To be distributed in accordance with DA Form 12-9A, requirements for Organizations and Functions—D.

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1. Purpose.

This regulation sets forth the mission and functions of the Chief, Army National Guard Operating Activity Center (ARNG OAC). It also prescribes ARNG OAC's command and staff relationships and channels of communication.

2. Mission.

The mission of the Chief, ARNG OAC is to provide ARNG functional support to the 50 States, Puerto Rico, the Virgin Islands, and the District of Columbia in the following areas:

- a. Aviation maintenance.
- b. Logistics systems.
- c. Military education.
- d. Military construction.
- e. Manpower validation.
- f. Advertising support.
- g. Management analysis.

3. Functions.

The Chief, ARNG OAC is responsible for the following functions:

- a. *Aviation maintenance.*
 - (1) Supervises ARNG aviation intermediate and depot maintenance programs.
 - (2) Develops and recommends doctrine and policy and materiel requirements for maintenance support of ARNG aviation assets.
 - (3) Develops and conducts ARNG aviation logistics training programs, evaluations, conferences, and seminars.
 - (4) Monitors and coordinates aviation maintenance support of all ARNG aviation units and activities.
 - (5) Coordinates DA Modification Work Orders and Aircraft Configuration Program.
- b. *Logistics systems.*
 - (1) Develops general and detailed functional systems requirements; executes the ARNG logistics standard data processing systems.
 - (2) Tests and implements standard systems and changes thereto in the States.
 - (3) Instructs and assists logistics personnel in the States on functional procedures and systems operations.
 - (4) Provides NGB functional representation to DA and DOD on automated logistics systems.
 - (5) Assures functional interface of ARNG logistics systems with DA and DOD systems.
- c. *Military education.*
 - (1) Administers the ARNG military education program.
 - (2) Coordinates special staff training courses conducted at Army installations and schools.
 - (3) Prepares estimates and secures yearly quota requirements for school attendance; monitors utilization.
 - (4) Develops policies for and coordinates administration of State OCS programs.
 - (5) Recommends ARNG personnel for attendance at senior Service colleges.
 - (6) Administers the special civilian training program.
 - (7) Coordinates participation of ARNG personnel in Army resident and nonresident extension courses.
 - (8) Coordinates training of technicians at Service schools.
 - (9) Develops policies and courses of instruction for and monitors the ARNG Noncommissioned Officer Education System.
 - (10) Operates and maintains for the ARNG the Army Training Resources and Requirement System.
 - (11) Approves or disapproves the conduct of unit schools.
- d. *Military construction.*
 - (1) Reviews all plans, specifications, design contracts, construction contracts, and supplemental agreements for ARNG military construction program projects. Performs final acceptance inspections.
 - (2) Controls use of Federal funds for construction, rehabilitation,

or improvement of ARNG administration, training, and logistical facilities.

- (3) Insures adherence to construction criteria and funding requirements.

- (4) Represents the ARNG in communications with Federal, State, or local authorities on construction projects.

- e. *Manpower validation.*

- (1) Performs methods analysis studies or measurement studies to develop performance standards.

- (2) Validates ARNG manpower requirements.

- (3) Conducts studies of organization structures, procedures, work methods, and similar matters to improve use of resources within the ARNG.

- f. *Advertising support.*

- (1) Acts as liaison between NGB and its contracted advertising agency.

- (2) Develops advertising programs to support NGB recruiting and retention activities.

- (3) Provides direct source of advertising and recruiting materials to the Army and Air National Guard.

- (4) Assists in developing pictorials, films, and TV and radio advertisements for the Army and Air National Guard.

- (5) Visits States to assist in recruiting and retention activities; evaluates effectiveness of campaign materials.

- g. *Management analysis.*

- (1) Conducts management surveys and studies of the various States and territories to evaluate and insure proper use of resources and audit compliance followups.

- (2) Develops, administers, and evaluates management improvement programs, such as idea interchange, cost avoidance, and management training, at State and ARNG levels.

- (3) Maintains, evaluates, and refines a nationwide performance measurement system.

- (4) Instructs and assists State personnel in the Internal Review Program; provides internal review services to the ARNG directorate.

- (5) Is responsible for matters relating to internal management for the ARNG; coordinates the preparation and presentation of staff review and analysis and annual ARNG Management Conferences.

- (6) Recommends new or revised management policies.

- (7) Maintains liaison with private industry, professional organizations, consultant services, and other Government agencies to insure current knowledge in management engineering and analysis advancements.

- (8) Represents the ARNG in long-range planning and long-term trend analysis.

4. Command and staff relationships.

The ARNG OAC is a field operating agency of the Chief, National Guard Bureau.

5. Channels of communication.

- a. Communications with DOD, HQDA, other Services, and other Government departments on all matters affecting mission, operational responsibilities, and resources will be coordinated with the CNGB.

- b. Direct communication and liaison with the 50 States, Puerto Rico, the Virgin Islands, and the District of Columbia is authorized in conducting routine and necessary business.

- c. Coordination of technical, functional, or operational aspects of mutual interest with HQDA, other Services, or other Government departments is authorized and encouraged.

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